

Statewide Reverse Transfer Articulation Agreement Implementation Reminders February 11, 2022

Dear Reverse Transfer Contacts,

In January 2021, the State Board of Education and the Board of Governors adopted the [Statewide Reverse Transfer Articulation Agreement](#) (Agreement) for associate in arts (AA) degree-seeking students who transfer to a state university before earning an AA degree. On September 13, 2021, a [joint memo](#) was issued detailing step-by-step implementation activities associated with the reverse transfer process for the Spring 2022 term. As outlined in the Agreement, the reverse transfer process will repeat, at a minimum, on an annual basis.

By February 28, the SUS institution reverse transfer contact should provide a listing of eligible students, who have opted in for reverse transfer, to the FCS institution reverse transfer contact, which should include, at a minimum, the student's name and date of birth, using a secure transmission method. This listing should be updated and maintained by the FCS institution to include the number of students evaluated, the number of students awarded an AA degree, and the number of students who were not awarded an AA degree. Upon completion of the reverse transfer process at the FCS institution, it should be returned to the originating SUS institution no later than April 30. Institution reverse transfer contacts are available on the Office of Articulation website at <https://www.fldoe.org/policy/articulation/reverse-transfer.stml>.

Please be reminded that the transmission of official student records between institutions will occur through the [Florida Automated System for Transferring Educational Records](#) (FASTER), unless both the sending and receiving institutions participate in SPEEDE/ExPRESS (Standardization of Postsecondary Education Electronic Data Exchange/Exchange of Permanent Records Electronically for Students and Schools). SPEEDE/ExPRESS participating institutions are listed in the National Student Clearinghouse's [Electronic Transcript Exchange Registry](#).

The Office of Articulation has prepared a listing of [FASTER fields](#) to assist institutions with determining student eligibility to participate in the reverse transfer process. The Agreement, [guidance document](#), and [Frequently Asked Questions](#) provide additional details regarding student eligibility, the transmission of student records, and institutional rights and obligations.

Initial guidance from the Department indicated that a Florida Education Identification Number (FLEID) would be needed for the reverse transfer process; however, we recognize that SUS institutions do not collect the FLEID and will be unable to provide that information to the FCS institutions at this time. Florida College System institutions should be able to identify students needing evaluation using the FASTER P01 Demographic Record Format, Field 11e, which will display a "Y" code indicating consent.

If you have any questions regarding the reverse transfer process, please contact the Office of Articulation at Articulation@fldoe.org or 850-245-0427.

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